



Town of Oro Valley Classification Description

Title: **STREETS & DRAINAGE CREW LEADER**

Job Code: 3330

FLSA Status: Non-Exempt

Department: Public Works

Salary Grade: 110

POSITION SUMMARY:

Under general supervision, leads subordinate staff with projects involving construction, maintenance and repair of streets, sidewalks and drainages, implements traffic control plans and participates in the supervision of Street's personnel. Enters daily work orders via computer using asset management software. Operates various heavy and light equipment and must be proficient in the operation of including but not limited to: Motor grader (must have finish experience), misc. pickup trucks, street sweepers, front end loaders, backhoes, steel drum rollers, rubber tire rollers, dump trucks, water trucks, chain saws, weed trimmers, brush mowers, back pack blowers etc. Visually inspects streets for possible problems or hazards. This is a highly skilled position within the Development & Infrastructure Services Department Operations section. An employee of this class will be required to perform a variety of roadway, drainage way and landscape construction and maintenance work. The employee will be required to operate small tools as well as heavy equipment and vehicles requiring a commercial driver's license. A current Class "A" CDL will be required. This position must meet all criteria under the Heavy Equipment Operator III classification. Successful candidate shall be capable of completing assigned tasks with little or no direction.

ESSENTIAL JOB FUNCTIONS:

- A. Ability to finish-grade roadways and drainage ways.
- B. Ability to read and interpret project construction plans and blue prints.
- C. Leads subordinate staff in the maintenance and repair of streets, sidewalks and drainages, implements traffic control plans to minimize accidents and injuries and participates in the supervision of Street's personnel.
- D. Participates in maintenance, repair and construction of streets, storm drainage, sidewalks, maintenance of public right-of-way and infrastructure.
- E. Removes and controls weeds and vegetation in drainage-ways, rights-of-way and related areas.
- F. Determines type and quantities of materials required to perform and complete job assignments and arranges material delivery to job sites.
- G. Assigns crew personnel job tasks, instructs personnel in methods, procedures and equipment operation and participates in work activities to maintain work schedules and standards.

- H. Operates and supervises the use of equipment in the field for construction maintenance projects, checks equipment for proper servicing, operation and safety and reports defects to supervisor.
- I. Implements and enforces safety procedures and practices when working with heavy equipment, tools and materials.
- J. Investigates and resolves minor operational and procedural problems and personnel complaints.
- K. Maintains records of work activities, injuries and accidents through work order system.
- L. Operates heavy equipment for construction and maintenance projects, checks equipment for proper servicing, operation and safety and reports defects to supervisor.
- M. Identifies problems and/or performs basic maintenance service and repair work.
- N. Answers calls or requests by citizens for street maintenance services.
- O. Ability to operate variety of equipment such as: motorgrader, street sweepers, loaders, backhoes, dump trucks, water trucks as well as miscellaneous types of equipment.
- P. Ability to operate basic hand tools such as shovels, rakes, hammers, pneumatic tools, weed eaters, mowers, etc.
- Q. Basic mechanical skills/understanding of materials, equipment and methods for roadway and drainage way construction.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Must be proficient in the operation of Motorgrader (finish blade).
- Considerable knowledge in reading and interpreting construction plans (blue prints).
- Considerable knowledge of temporary traffic control work zones.
- Considerable knowledge of the principles and practices of construction, repair, and maintenance of streets, sidewalks, storm drainage, and public grounds.
- Considerable knowledge of applicable Town, State and Federal statutes, ordinances, codes, rules and regulations pertaining to Street/Right of Way maintenance.
- Knowledge of Survey principle and practices.
- Knowledge of street maintenance concepts, techniques and materials.
- Knowledge of occupational hazards and standard safety procedures.
- Skill in assessing, prioritizing and delegating work assignments and projects to subordinate staff.
- Skill in operating heavy equipment used in street and drainage repair and maintenance.
- Skill in basic computer software applications. (MS word, excel, asset management etc.)
- Skill in verbal and written communication.
- Skill in establishing and maintaining effective working relationships.
- Ability to lift, carry, drag, or push boxes or equipment up to 100 pounds.
- Ability to stoop, bend, stretch, twist, reach, kneel, squat, and balance.

MINIMUM QUALIFICATIONS:

- A high school diploma or equivalent.
- Four (4) years' experience in road construction, street maintenance including heavy equipment operation, with a minimum of (3) years in a supervisory or lead worker role.
- Must have finish blade (Motorgrader) experience.
- Must possess at time of application and maintain an Arizona (Class A) commercial driver license (CDL) with air brake and tanker endorsements with **no restrictions**.

ENVIRONMENTAL FACTORS and WORKING CONDITIONS:

- Work is performed in an indoor and outdoor environment.
- Must be able to sit, stand, stoop and walk for long periods of time.
- Must be able to work in a day light and night environment.
- Must be able to work in hazardous or dangerous work areas or situations.
- Must be able to work outdoors in an extreme hot, cold, dry or wet environment.
- Must be capable of working under stressful situations including operation of equipment or motor vehicle in inclement weather, heavy traffic or other hazardous conditions.